



STATE OF CALIFORNIA  
DEPARTMENT OF TRANSPORTATION  
GOCALIFORNIA INDUSTRY CAPACITY EXPANSION



CLOSE-OUT REPORT

***B1 Project Delivery***

Project Manager: Rob Effinger

***General Plan***

RE Certificate Training

Provide technical and soft-skills training to improve the performance of Caltrans staff and to reinforce the partnering approach. Consider resident engineer certification and possible inclusion of contractor licensure training. Train resident engineers on contractor operations (i.e., cash flow, scheduling, etc.).

**B1-a-02**

***Task Description / Problem Statement***

Develop Training Plan.

Task Manager: Rob Effinger

***Background / General Discussion***

The purpose of the RE Certificate Program is to provide Caltrans Resident Engineers (RE) and personnel working to become Resident Engineers basic skills to enhance their effectiveness in administering construction contracts and providing a quality product.

HQ Construction Training, Managers, and Senior Specialists developed a list of courses considered necessary for a RE. This course list was reviewed and agreed to by District Deputy Directors. Based on this list, a survey was then developed to assess the level of training held by current REs. Survey results indicated that:

- More than half of statewide RE's have taken less than 50% of the courses considered necessary for REs.
- Only 10% of the REs had taken more than 75% of the identified courses

***Action***

The current plan for the RE Certificate Program consists of 16 courses, both classroom and on-line, with a total of between 144 and 280 instructional hours. See the attached list

- The Program will include People Skills and Contractor Operations (Joint Industry Training) and existing Contract Administration and Field Inspection courses.



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- The Program begins with currently available courses while the remaining courses will be developed by the end of 2007.
- The RE Academy is the last course for the Certificate Program and will include exercises and activities covering key subject areas.
- District training coordinators will verify that students enrolling in the RE Academy have completed the prerequisite courses
- The courses will be scheduled by HQ and districts cooperatively.
- Each region/district fills the class and makes sure enrolled staff completes the courses.
- The goal is for 100% of REs to complete the Certificate Program within the next 3-4 years.
- Recommend that supervisors include RE Certificate training plan in the employee's Independent Development Plan (IDP).
- RE Certificate Program will be included in the construction training website showing the list and steps for completion.

Intended outcomes of the Program include:

- Increase on-the-job effectiveness of the Caltrans construction inspection and administering personnel
- Enhance information quality, timeliness, and availability
- Reduce project costs and conflicts with contractors
- Apply latest construction

***Completion Date***

September 1, 2006